

~~ADMINISTRATIVE - INTERNAL USE ONLY~~

1 JUL 1988

MEMORANDUM FOR: Director of Development and Engineering

FROM: John M. Ray  
Director of Logistics

SUBJECT: Procurement Management Review of NCG/DCG/CS

1. The Procurement Management Staff, Office of Logistics (OL/PMS), which has the responsibility for the review and monitoring of the procurement system, is continuing a program of procurement management reviews (PMR) of all procurement units. OL/PMS plans to begin a PMR of the National Contracts Group's Data Communications Group Contracts Staff (NCG/DCG/CS) in early August 1988. The PMR is not intended to be an audit or inspection along the lines of the Inspector General's activities, nor is it intended to create additional work for NCG/DCG/CS or Office of Development and Engineering (OD&E) program managers. Rather, its purpose is to support the efforts of NCG/DCG/CS and to assist you and your program managers in performing your mission more effectively.

2. The PMR team will consist of [redacted] and [redacted] Its review will address five major areas:

- ° Management of the Procurement Function
- ° Preaward Contract Activities
- ° Contract Award Activities
- ° Contract Administration
- ° Contract Settlement and Closeout

The review of the above areas will involve interviews with the members of NCG/DCG/CS and program personnel and the perusal of a representative sample of contract files, including requests for proposals, active contracts, contracts in settlement, and settled contracts.

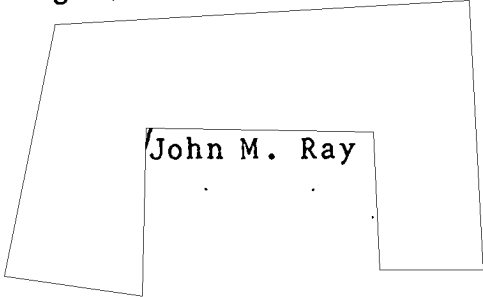
3. The Chief, NCG, [redacted] is aware of this planned PMR. The PMR team will be working in close coordination with [redacted] throughout the review. It is requested that [redacted] be given the necessary clearances prior to 1 August 1988.

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4. Once again, we wish to assure you that the purpose of the PMR is to work in a constructive manner with OD&E to enable the identification of improvements in the quality of the NCG/DCG/CS procurement unit and to provide remedies for current difficulties that NCG/DCG/CS may be experiencing.



John M. Ray

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Distribution:

Orig - Addressee

1 - OL/PMS Official

~~1~~ - OL Files

1 - C/NCG

1 - C/CS/DCG/NCG

1 - OL/PMR Team Chief

1 - OL/PMS Chrono

OL/PMS/RD:fp  (30 June 1988)

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